



**City of Urbana**  
**POLICIES & PROCEDURES**  
**Administrative Regulation 26**  
**Park Rules & Regulations**  
Effective January 1, 2016

**Section 1--Authority:**

The following Rules & Regulations are adopted by the City of Urbana pursuant to Section 125.01 and Section 125.06 of the Code of Ordinances of the City of Urbana for the preservation or good order within and adjacent to the park areas owned or controlled by the City of Urbana and for the protection and preservation of all park property and natural features located therein.

**Section 2--Definitions:**

- A. City Park shall mean all areas designated as park areas that are maintained or controlled by the City of Urbana (including the Roadside Park on State Route 29).
- B. Hours of closing shall mean the posted hours the park is closed.
- C. The word City indicates the City Urbana, Ohio.
- D. Superintendent shall mean the Superintendent of Parks and Recreation for the City of Urbana, Ohio. The Superintendent is empowered by the City to cause the enforcement of the rules and regulations of the parks.
- E. Person shall mean any individual, company, partnership, corporation or association, or any combination of the individuals, or any employee, agent, or officer thereof.
- F. Park water shall mean any lake, pond, reservoir, stream, channel, lagoon, or other body of water, or any part thereof, whether natural or artificial, located in or adjoining park.
- G. Fish or fishing shall mean taking or attempting to take fish by any method, and all other acts as placing, setting, drawing, or using, or using any device commonly used to fish whether resulting in such taking or not.
- H. Animal or animals shall mean and include, but is not limited to, quadrupeds, birds, fish, reptiles, amphibians, crustaceans, mollusks and insects.
- I. Vehicle shall mean every conveyance with wheels, treads or other means of locomotion.
- J. Motor vehicle shall mean any vehicle propelled or drawn by power other than muscular power.

- K. Organized Activity means youth or adult leagues, tournaments, contests, previews, shows, etc. where participants must register to participate.

**Section 3--Property and Natural features**

- A. No person shall remove or damage in any manner any property, natural feature or part thereof including, but not limited to any building, equipment, sign, rock, stone, mineral formation, earth, wood, tree, shrub, flower, plant, nut or seed from any park without the permission of the Superintendent of Parks and Recreation.
- B. No person in a park shall impound or cause to be impounded any park water or in any way alter or affect the normal flow of such water without the permission of the Superintendent of Parks and Recreation.

**Section 4--Deposit of Materials**

- A. No person shall deposit, discard, dump, or leave behind any material of any kind in a park without the permission of the Superintendent of Parks and Recreation except material arising from the normal use and enjoyment of a park and then only in receptacles which may have been provided for this purpose.
- B. No person shall, adjacent to a park, deposit, discard, dump or leave behind any noxious or waste material including, but not limited to, paper, garbage, ashes, or refuse which may blow, wash or be otherwise transported in the park.
- C. No person shall adjacent to a park will place or permit to be placed in any park water any noxious or deleterious substance, either solid or liquid which it may render such waters harmful or inimical to the public health or to animal and plant life.

**Section 5--Protection of Animals – Hunting, Fishing & Feeding**

- A. No person in the park shall hunt, capture, take, trap or in any other way abuse, molest, injure, pursue or destroy any animal without a permit from the Superintendent of Parks and Recreation other than by fishing.
- B. If a deer or other wildlife animal has been injured and/or hunted and it comes onto City Park property, no person shall remove the animal without first contacting and obtaining permission from the Superintendent of Parks and Recreation and or the City.
- C. No person in a park shall move, injure, or destroy any bird nest or egg or any animal habitation.
- D. No person in a park shall fish in any park waters in violation of any sign or signs prohibiting fishing or a manner thereof.
- E. Fishing without a permit is allowed in the City pond unless otherwise indicated by an appropriate sign installed by the Superintendent of Parks and Recreation.

- F. No person shall feed any duck, goose, deer, or other wildlife (includes leaving food or other edible items that may be eaten by the wildlife).

**Section 6--Animal Control**

- A. No person shall bring into, have or keep in a park any dog, cat or other animal unless such animal is controlled by leash or unless such animal is kept in a vehicle or suitably caged or controlled.
- B. No person in a park shall ride a horse in such a manner as to endanger the rider, the horse or any park facilities.
- C. No person in or adjacent to a park shall abandon any animal.

**Section 7--Aerosol Paint Cans**

- A. No person in a park except city employees or its agent shall carry on or about his or her person a container capable of propelling paint by means of a gaseous charge.

**Section 8--Personal Conduct**

- A. No person in or adjacent to a park shall conduct himself by work or act, in a riotous, disorderly, boisterous or other manner so as to disturb the peace and good order in the park.
- B. No person in or adjacent to a park shall operate or play a radio, TV, musical instrument, or amplifying or sound equipment so as to disturb the peace and good order in the park.
- C. No person in a park shall solicit or procure participants for, engage in, or promote any game which is, played for money or other things of value.
- D. No person in a park shall use insulting, abusive, threatening, profane or indecent language.
- E. No person in a park shall loiter in the vicinity of a toilet and no person over the age of six (6) shall enter the toilet facilities provided for the exclusive use of the opposite sex.
- F. No person in a park shall assault or commit bodily injury upon another or engage in or abet or aid in any fight, quarrel or other disturbance.
- G. No persons or groups of persons shall assemble in or adjacent to a park for any unlawful purpose or in riotous assemblage or with any intent to annoy, harass, or inflict property damage or bodily injury upon another person or persons or inflict damage to a park.
- H. No person in a park shall solicit or attempt to solicit another to engage in an act of sex perversions or solicit, or request another to commit, perform, or engage in any lewd, lascivious, obscene or indecent act of behavior.
- I. No person in a park shall appear in a state of nudity or commit, perform or engage in any lewd, lascivious, obscene, illicit, carnal, or indecent act of behavior and no persons shall make any indecent exposure of his or her person.

- J. No person shall engage in unsportsmanlike conduct, or encourage another to engage in unsportsmanlike conduct.

**Section 9--Camping-Fires-Picnicking**

- A. No person in a park shall start or maintain a fire except in a place or at a site designated for this purpose. The Superintendent may prohibit the building of fires for a period of time.
- B. No person in a park shall build a fire at a time or period of time when the Superintendent of Parks and Recreation has prohibited the building of fires.
- C. No person in a park shall establish or maintain any camp or other temporary lodging or sleeping place within a park without a permit from the Superintendent of Parks and Recreation.

**Section 10--Firearms and Weapons**

- A. Unless otherwise authorized by federal or state law, pursuant to the Ohio Revised Code, no person in a park shall carry on his or her person firearms of any description, knives, bow and arrows, crossbows, air or gas guns, missiles or missile-throwing devices or other dangerous weapons. No person shall cause any of the aforementioned weapons to be discharged into or through any park area.

**Section 11--Commercial Activities**

- A. No person in a park shall sell or offer for sale any article, privilege or service unless such sale is pursuant to a contract or agreement with the City of Urbana through the Superintendent of Parks and Recreation.

**Section 12--Erecting and Attaching Signs**

- A. No person in a park shall erect a sign or attach a sign to property owned or controlled by the City of Urbana, nor shall any person display any placard, notice, advertisement, circular, banner or statement or any kind other than a permanent sign on a vehicle without a permit from the Superintendent of Parks and Recreation.

**Section 13-- Fireworks and Explosives**

- A. No person in a park shall have in his or her possession any fireworks or explosives or shall cause any fireworks or explosives to ignite or detonate.

**Section 14--Vehicles and Traffic**

- A. No person shall be permitted within a park at any time the park is designated as closed. The hours the park is open shall be posted.
- B. No person in a park shall operate or park a motor vehicle in any area other than a designated park drive or parking area.  
Exception: during programmed activities such as athletic contests

- and special events persons may park on grass when existing parking areas are overcrowded or full (unless otherwise posted).
- C. No person in a park shall operate a vehicle in manner as to endanger any other person or property.
  - D. No person in the park shall violate the posted speed limit of the park.
  - E. No person shall operate a motor vehicle on any posted pedestrian access route into or out of a park.

**Section 15--Drugs and Alcoholic Beverages**

- A. No person in a park shall violate any existing Federal, State or City laws or ordinances pertaining to Drugs and Alcoholic Beverages and their consumption and usage.

**Section 16--Employee Exemptions**

- A. Acts of city employees and its agents shall be exempt from these rules and regulations to the extent necessary for the performance of their authorized duties.
- B. The Superintendent of Parks and Recreation may from time to time conduct activities which may violate the adopted rules and regulations.

**Section 17--Ejection from Park**

- A. Law enforcement officers, park employees and other agents employed or contracted by the City to administer programs on behalf of the City may order any person violating these rules and regulations to leave the parks and no person shall ignore such an order. If the order is ignored, the person is subject to criminal prosecution for trespassing.

**Section 18--Park Hours**

- A. Effective with the posting of appropriate signs, all Urbana City parks shall be closed to the public in accordance with the designated times. Any unauthorized person in the park during the closed hours may be subject to prosecution for trespassing. The posted times may be waived by the Superintendent of Parks and Recreation when approved activities are taking place.

**Section 19--City Pool**

- A. No person shall enter the City Pool when it is closed or unguarded.

**Section 20--City Pond/Park Water**

- A. No person shall enter or swim in the City Pond or other Park Water unless specifically authorized by the Park Superintendent (does not prohibit an emergency rescue).
- B. No person shall enter upon any ice of the City Pond or other Park Water unless specifically authorized by the Park Superintendent (does not prohibit an emergency rescue).

**Section 21--Penalty**

- A. Pursuant to the City of Urbana Code of Ordinances Section 101.99 any person violating any of the aforementioned rules and regulations shall be guilty of a misdemeanor. The violation of same shall be punished by a fine not to exceed \$500.00 or imprisonment for six months or both and shall pay the costs of prosecution.

**Section 22--City Park Penalty Fees**

- A. The City Park Pool & Facility Fees are listed in Appendix 1.

**Section 23--City Pool**

- A. The normal season for the City Pool is open on Memorial Day and close the weekend after school starts back in session.

**Section 25--Pool Hours**

- A. The normal pool hours are 12 Noon until 7 PM Monday through Saturday and 1 PM to 7 PM on Sundays.

**Section 25--Pool Closure for Thunder/Lightning/Weather Conditions**

- A. In the event of thunder/lightning conditions, the outdoor pool area will be closed for 30 minutes. If additional lightning is spotted within that time frame, the 30 minute period will re-start from the time of the spotting. If conditions persist for 1 ½ hours, the City reserves the right to close the outdoor pool area for the remainder of the day.
- B. Admission fees will not be refunded when the pool is closed due to weather conditions.

**Section 26--Pool Attire**

- A. All patrons within the pool area (pool & cement deck) must be attired in swimming apparel. No street shoes or non-swim apparel allowed in the pool area. The swimming pool and deck must be maintained in a sanitary manner for the protection of bathers.
- B. Pool users must wear swimming suits or swimming trunks upon entry into the pool. Clothing such as cut-offs, gym shorts, and underwear is not permitted as swimwear. Swimwear should not have been worn for exercising immediately prior to pool use and must be colorfast and of lightweight material suitable for swimwear. Clean t-shirts may be worn for modesty or medical reasons with prior approval by the Pool Manager.

**Section 27--Organized Activities at City Park Facilities**

- A. The City of Urbana maintains the City Park facilities and welcomes organized activities. Organized activities must operate within the following procedures and comply with the Park Rules & Regulations in Section 1.

**Section 28--Tennis Courts**

- A. The City of Urbana has an agreement with the Urbana City Schools which states the Urbana City Schools are given 1<sup>st</sup> use of the tennis courts during the high school season (includes pre-season practice/scrimmages).

**Section 29--Urbana Youth Sports**

- A. The Urbana Youth Sports organization, in partnership with the City of Urbana, is the primary provider of public youth sports to the Urbana community. The Urbana Youth Sports program is given 1<sup>st</sup> use of the respective athletic fields/facilities during their respective season (includes scheduled pre-season practice/scrimmages).

**Section 30--Athletic Field/Facility Rental (non-UYS activities)**

- A. Persons or entity other than the Urbana Youth Sports organization may utilize the athletic fields/facilities for organized activities under the following conditions:
  1. A City of Urbana Parks Authorized Agreement is completed, signed, and submitted to the Parks Superintendent at least 14 days prior to the first scheduled activity.
  2. A liability insurance policy for the organized activity is provided at least 14 days prior to the first scheduled activity. The liability policy must be a minimum of \$1,000,000 coverage and it must carry the City of Urbana as an additional insured.
  3. The authorized person(s) must have each participant complete a "Participant Waiver of Responsibility Form" before participation in the organized activity and submit a copy to the Parks Superintendent.
  4. Pay any related fees in advance to the City of Urbana Finance Office (see Appendix 1 for a fee schedule).
  5. The person or entity is in good standing with the City of Urbana Parks Division. The City of Urbana reserves the right to deny the use of athletic fields or facilities for prior violations of Park Rules and Regulations.

Approved \_\_\_\_\_  
Director of Administration